



STATE OF ARKANSAS TOWING & RECOVERY BOARD

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Chairperson
Zone 1 Non-Consent
Representative
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Jerry Vint,
Vice-Chairperson
Citizen
Representative
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Tom Brown
Treasurer
Citizen
Representative
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Avon Phillips, Jr.,
Zone 2 Non-Consent
Representative
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Elgie Sims, SR.,
Zone 4 Non-Consent
Representative
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Joseph Spadoni
Consent Only
Representative
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Matthew Ross,
Consent Only
Representative
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Heath Tibbs
Insurance
Representative
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MINUTES January 19th 2016

The Arkansas Towing & Recovery Board convened on Tuesday, January 19th 2016 at 9:39 a.m. in the conference room of the Arkansas Towing & Recovery Board office, 7418 North Hills Boulevard, North Little Rock, Arkansas.

Chairperson Wayne Edwards called the meeting to order with roll call. Chairperson Wayne Edwards and members Jerry Vint, Tom Brown, Mary Thoma, Elgie Sims, Joe Spadoni, Matt Ross and Avon Phillips were present. Also in attendance were director Steven Rogers, investigators Tracy Watson, John Williams and legal counsel Julie Chavis. Karen Clark with the Arkansas State Police attended as a guest.

Chairperson Wayne Edwards welcomed guests to the meeting. He then asked if the board had received the minutes from the November 17th and November 24th meetings. With no discussion or questions on a motion by Phillips and a second by Vint the minutes from the November 17th meeting was approved as written unanimously. 8-0-0 On a motion by Phillips and a second by Vint minutes from the November 24th meeting was approved as written unanimously. 8-0-0

Treasurer Brown reported expenditures of \$27,567.80 and receipts of \$58,485.79 for an ending ledger balance of \$355,913.28. On a motion by Vint and a second by Ross the treasurer's report was approved as presented unanimously. 8-0-0

Rogers asked that the board appoint a person or an adhoc committee to work with he and staff if adjustments needed to be made to the budget to get through the remainder of the fiscal year. On a motion by Phillips and a second by Sims the board approved unanimously the appointment of Tom Brown, Jerry Vint and Matt Ross as a working committee and to act on behalf of the tow board. 8-0-0

Consent Agreements/Offer of Settlements

1. **2015-12-046** John Eddleman d/b/a Daddy Rabbit Transport, Inc. was continued.
2. **2015-02-072** Argest Hyler d/b/a JLW Towing and Recovery was continued.

On-Going Business

1. License & Permit Report: Director Rogers reported for the month of December 2015; 78 tow licenses and a total of 101 tow vehicle safety permits were issued; 4 applications in suspense and 0 unprocessed application and 36 walk-ins. The last two weeks if activity in November was reported separately so as to get on track for reporting month-to-month. (Note : Copy of Progress Report is filed with Minutes).

2. Complaints Report: Investigator Watson reported for the month of December 2015; 19 telephone complaints, 3 written complaints, and 0 Notices of Non-renewal were sent. An estimated 44 pending complaint investigations,5 pending complaint hearings and 16 complaints closed. 00 Offer of Settlement was sent. (Note: A copy of the Complaint Report is filed with the Minutes)

3. Legal issues and Activities: Attorney Chavis reported that the Quinn motion to dismiss should be heard soon and that she expected to prevail. Frank Shaw on behalf of Bill Helton had filed a motion to dismiss but it too was not filed in a timely manner however the attorney for Helton was arguing that they had complied with the Arkansas Administrative Procedures Act and responded in an appropriate manner. Chavis indicated that it might be necessary to appeal any adverse decision coming out of Faulkner County. On a motion by Brown and a second by Sims the board voted unanimously to file a motion with the Court of Appeals if necessary. 8-0-0 Chavis noted in closing that Lancam had filed an appeal in a timely manner but that he had not paid the appropriate filing fees.

New Business

1. Director’s Report: Director Steven Rogers updated the board on staff, progress with the office move and the plans for the conference room, handed out an updated member directory with current contact information, handed out a calendar of events for 2016, telephone service to the office and discussed how to better manage a consumer complaint. Rogers spoke about the need to establish an image and the appearance of authority for the investigators. He proposed magnetic signs for personal vehicles, amber colored light bars and logo’d shirts. After some discussion action was tabled with Ross asking the director to develop a policy for the use of a light bar before the board acted on the proposal. Rogers asked that he be allowed to take the first step in securing vehicles for the tow board which would require a request to the DFA director and the Governor’s office to increase ATRB’s vehicle capacity from zero to two. The action was approved on a motion by Brown and a second by Phillips, the board vote was unanimous. 8-0-0

Rogers presented a request from the Professional Towing and Recovery Association of Arkansas to appoint an ATRB representative to attend PTRAA board meetings to improve communication and cooperation between the two organizations. After a brief discussion on a motion by Phillips and a second by Vint the board voted unanimously to appoint Tom Brown and Matt Ross as agency representatives. 8-0-0.

Old Business

1. Rules and Regulations: Discussions on moving the rules forward centered on an increase in minimum insurance rates. Staff was asked to get some numbers put together for the next meeting. Rogers asked that any other issues be discussed and resolved at the next board meeting so they could start processing the rules through the approval process.

Other Business

- 1. On a motion by Phillips and a second by Brown the board voted unanimously to join the North Little Rock Chamber of Commerce for \$250.00. 8-0-0
- 2. **Next Meeting:** February 16th 2016 at the Arkansas Towing & Recovery Board office in North Little Rock, AR at 9:30a.

Meeting adjourned 1:53 PM

Signed _____
Wayne Edwards, Chairperson

Attest _____
Steven Rogers, Director

Approved _____ (Date)